Cottonwood Heights

Weekly Update for Jan 14-20, 2018

City Manager

- The council workroom is set up to record all that is being said. However we are having some
 difficulty picking up some voices. Apart of that is due to soft voices and some of that is due to
 the fact that we lean back in our chairs as far from the microphone as possible when we speak. I
 do not think we have to lean forward and talk loudly, however we do need to remember the
 meeting is being recorded and we do need to speak up.
- 2. Executive staff is working together to help make your upcoming retreat a success. We are looking at our budgets and will each have a discussion on some of our priorities, we are looking at way to have a more sustainable city, and developing revenue projections. We also have a small booklet you will be receiving with a five year budget outlook.

Public Relations

- 1. February Newsletter content has been compiled and sent to the design team. Kim Horiuchi has been great at editing the articles and steering us in the right direction. It was necessary to move the deadline back a week to accommodate for some necessary personal time, the holidays and all the festivities surrounding the outgoing and incoming mayor/council administrations.
- 2. Met with the communications group to discuss options going forward for the website, videos and other media tools. It was a productive meeting, and we hope to have more contributors involved very soon. I will also set up a City Council demo for the mobile app we're considering in the next month or so. Glad to discuss some of the options and data for consideration in future designs during council if any of you would prefer.
- 3. Made several changes to the existing website, especially the main Arts Page, Events Page and Butlerville Page. There is still a lot of work to do to make them fully functional, but if you want to take a look, check them out (http://www.cottonwoodheights.utah.gov/community/events/, http://cottonwoodheights.utah.gov/community/events/butlerville_days/)
- 4. Compiled the City Council newsletter article print schedule for 2018. We held off on it until after the inauguration. I am attaching it with this staff report. We can discuss the process and schedule in council if needed. I will also be available to go over the newsletter process with new council members during or outside of the meeting, if the council approves.
- 5. Marketing the January newsletter articles via social media.

Please be aware of the upcoming deadlines and important dates.

| | Deadline to submit | | 2018 Events | |
|------------------|----------------------|----------------------|------------------------|--------|
| Newsletter Issue | articles | City Council Article | | |
| | | | Volunteer Appreciation | 20-Jan |
| Jan-18 | Tuesday, December 12 | Mayor Peterson | 1 | |

| Feb-18 | Tuesday, January 16 | Mike Shelton | Photography Contest | 9-Mar |
|--------------------------|--------------------------|--------------------------|---------------------|-----------------|
| Mar-18 | Tuesday, February 13 | Scott Bracken | Teen Ice Party | 30-Mar |
| Apr-18 | Tuesday, March 13 | Mayor Peterson | Easter Egg Hunt | 31-Mar |
| May-18 | Tuesday, April 10 | Tali Bruce | Dance Concert | 18,19-May |
| Jun-18 | Tuesday, May 8 | Christine Mikell | Butlerville Days | July 23-24 |
| Jul-18 | Tuesday, June 12 | Mayor Peterson | Musical | 27-Jul to 6-Aug |
| Aug-18 | Tuesday, July 10 | Mike Shelton | Arts Show | Sep-TBA |
| Sep-18 | Tuesday, August 14 | Scott Bracken | BCC Marathon | 8-Sep |
| Oct-18 | Tuesday, September 11 | Mayor Peterson | Bark in the Park | 15-Sep |
| Nov-18 | Tuesday, October 9 | Tali Bruce | Monster Mash | 26-Oct |
| Dec-18 | Tuesday, November 13 | Christine Mikell | Thanksgiving 5K | 22-Nov |
| | | | Light the Heights | 26-Nov |
| Past Articles | | | Arts Concert | TBA |
| 10 year anniversary | Goodwill to All | Love is our hope | | |
| Respect to officers | Neigbors/nuiscances | City Survey | | |
| Youth Council Day | City hall construction | Funding infrastructure | 2018 Holidays | |
| Thanks to legislators | Caucuses | D.A.R.E. | New Year's Day | 1-Jan |
| Historic Committee | Pickleball | Thanks for support | MLK Day | 15-Jan |
| Transportation issues | Shopping Local | Informed citizens | Presidents Day | 19-Feb |
| City's first new tax | Public Works | Vote by mail | Memorial Day | 28-Мау |
| Citizen Communication | Power Poles | Inspiring future leaders | Independence Day | 4-Jul |
| Volunteerism | Neighborhoods | Canyons SD Partnership | Pioneer Day | 24-Jul |
| CHBA | Tax Burden | · | Labor Day | 3-Sep |
| CHRA | ıax Burden | Voting | Thanksgiving | 22-Nov |
| | | | | |

City Recorder

January 30-2018

Gordon Thomas Holiday – No Meeting

February 6-2018

- 1. Community and Development Work Session Reports: GIS Demonstration by Kevin Sato
- 2. Canyon Centre Elevation Discussion Brian Berndt

Finance

1. The Bureau of Labor Statistics released the *Consumer Price Index* (CPI) for December 2012. City policy establishes that employees will receive a cost-of-living allowance (COLA) based on the

- CPI. So, the COLA to be given to employees on July 1 is equal to the year-over-year cpi for December, which was 2.1 percent.
- 2. W-2's were printed and distributed to employees.
- 3. We are working on revenue forecasts for the upcoming budget year in advance of next month's budget retreat. Preliminarily, we are expecting sales tax revenue growth of around 3.5 percent, which I believe is conservative and may be able to be adjusted higher. Our other revenue sources are not growing as rapidly. Property tax growth tends to produce \$50,000 to \$60,000 annually, which is a little less than one percent. Energy sales and use taxes have been flat, and we currently do not anticipate an increase in these revenues.

Administrative Services

Events

1. Finalizing the Volunteer Appreciation dinner arrangements for January 27th.

Emergency Services

- Held the January Community Emergency Management meeting. Attendance was the
 best yet with our new evening format 35 people in attendance. Topic of the meeting
 was initial planning for Shakeout in April. Precinct and District leaders were given an
 overview of events for Shakeout. We asked for volunteers to help with a CERT
 demonstration and to provide "registration practice" for the Red Cross team at the
 shelter.
- 2. We also committed to delivering training in small groups to new block captains. Several leaders asked for materials and training dates. I will leave it up to districts and precincts to determine when training is best for them and then deliver.

Arts Council

1. Working on the Utah Arts Grant, and also the Zap Grant. Both are due the end of February.

Community and Economic Development

Planning Commission 1/17/2018

The agenda is attached, we can update this tomorrow with what happened with each item.

- Staff attended a seminar at the new Hale Center Theater about parking and trip generation, and economic development best practices as experienced by Sandy City throughout the development of the Cairns Development project.
- The Planning Commission met with the City Council in a joint work session to discuss the proposed Accessory Dwelling Unit ordinance process so far. The Commission held a public hearing for a proposed Appeal Hearing Officer ordinance.
- The Commission denied an application for a home daycare.
- The Commission forwarded a positive recommendation to the City Council for the proposed **Accessory Dwelling Unit ordinance.**

Business Association

- The Cottonwood Heights Business Association hosted a planning breakfast with local business owners to get ideas for the upcoming year. Mayor Peterson and Councilmember Bruce attended the event and offered support for the association's goals.
- An Effective Networking Business Boot Camp was held at city hall to educate business owners in how to create meaningful interactions, relationships and business dealings.

Public Works

1. Operations and Maintenance

A. Public Works Operations Building

 Expand the public works yard to the next phase which includes the maintenance and storage sheds

B. Maintenance

- Standard right of way and street maintenance throughout the City
 - Potholes
 - Crack Sealing
 - Street Sweeping

- Tree Trimming
- Debris hauling
- Vehicle maintenance

2. Engineering

- Road Maintenance Plan
 - Met with the Residents committee last week and have the second meeting next week.
- Ferguson Canyon outfall line
 - Specs have been prepared and we will be going out to bid soon
- Highland Drive / LaCresta drive
 - Met with UDOT last week and they have scaled the project back some. When we have more information as to the final project look, we will return and report the status
- Highland Drive / Ft. Union
 - Preparing for bids as soon as the final design is set for LaCresta
- 2700 East Reconstruction
 - This project will bid for construction this weekend
- Ft. Union Resurfacing
 - 1. Preparing for construction this spring
- Bengal Blvd Round-About
 - UDOT has assigned a PIN (project identification number) so we now will be assigned a project manager. We are trying to get this project completed by Fall but it will be a very tight schedule

Gilson Engineering

- We are currently surveying on Fort Union Blvd in order to facilitate a new striping plan that will incorporate access management improvements.
- We submitted multiple concept plan applications to Wasatch Front Regional Council for STP/CMAQ/TAP Funding. If awarded the funding would be available to Cottonwood Heights in 2024. The applications include Big Cottonwood Canyon Park & Ride Improvements, a Safe Routes to School Sidewalk on 2600 East in front of Butler Middle School, and Highland Drive Roadway Reconstruction between I-215 and Bengal Blvd.

Police

1. VPA held Thursday we introduced Nathan Evershed the Republican candidate for District Attorney. The Utah League sent John Hiskie to discuss police retirement issues this session.

2. Canyon View Elementary DARE Graduation held Thursday.



- 3. Robby out of town until January 27th.
- 4. Pursuit of carjacking suspect thru Sandy, UPD and Cottonwood Heights. The vehicles were recovered and one Polynesian male taken into custody.
- 5. On 01-16-18, the following two suspects (above) were involved in a grab and run at the Simply Mac located at 6936 South Park Centre Drive and fled the area in a dark colored older model Nissan Pathfinder registered to the older suspect, Steven Gibson out of West Jordan, Utah. Suspects have been located and arrested by CHPD and property returned.





6. Several open garage thefts in Dist. 4, please help neighbors keep their property secure.

PHOTOS -

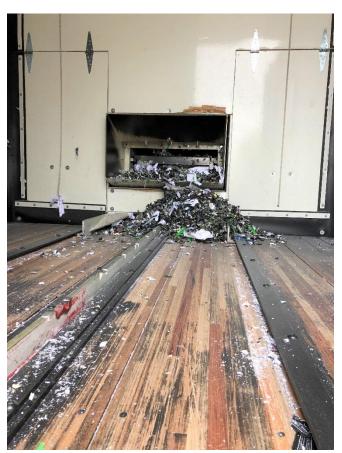


Figure 1 - This is what 207 computer hard drives look like when they go through a shredder. The drives must be destroyed in order to comply with the laws that govern police information.



Figure 2 - This is what the salt pile looked like after the Jan. 20th storm



Figure 3 - Storm totals were in the 16-20 inch range for the Jan 20th storm. The chairs outside the public works office confirm this



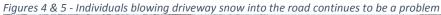














Figure 10- The picnic benches at City Hall show the results of the storm